

**ELK GROVE COMMUNITY SERVICES DISTRICT
MINUTES OF A REGULAR BOARD MEETING
Tuesday, November 2, 2004 – 6:30 p.m.
EGCSD Administration Building**

ATTENDANCE:

Directors present included Gerald Derr, Elliot Mulberg, Pat Perez, and Elaine Wright. Director McElroy arrived at 6:40 p.m.

Fire Chief Keith Grueneberg, Administrator of Parks & Recreation David Wigginton, and Administrative Services Director Jeff Ramos were also in attendance.

A. CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. President Perez called the meeting to order at 6:35 p.m.
2. Parks & Rec Administrator David Wigginton led the Pledge of Allegiance.

B. ANNOUNCEMENTS/PRESENTATIONS

1. Stephen Cowdin, President of the Elk Grove Piranhas Swim Team presented the Board with a plaque of appreciation for the District's support of the Elk Grove Piranhas Swim Team in 2004. He also expressed his appreciation for the District's continuing support of the club with the recent signing of a use permit and a co-sponsorship agreement for the use of the new aquatic facility at the Barbara Morse Wackford Community/Aquatic Complex.

C. DEPARTMENT HEAD REPORTS

1. Administrative Services Department - Jeff Ramos reported he will be in attendance at the City Council meeting tomorrow night when the East Franklin fire development update is scheduled to be heard; staff will continue to work with the City on the park fee updates for the East Franklin Specific Plan. The annual CSD audit was completed by Richardson & Company last month. The Comprehensive Annual Financial Report is being finalized and will be mailed off to GFOA for consideration for their Certificate of Achievement in Excellence in Financial Reporting award.

Information Systems Coordinator Jack Haddon upgraded the Parks Department program registration software last month; Dan Kunz continues to oversee the Station 72 and 74 construction projects; staff's update on the Laguna Ridge Financing Plan is included on tonight's agenda for Board review.

Events attended by Jeff Ramos included the Elk Grove Water Service Board meeting and the Chamber luncheon. Rio Linda Park District, analyzing the formation of a CSD for their water and park districts, invited Jeff to attend a meeting to answer specific questions regarding the operations of a CSD. Finally, Jeff thanked Karen Liu, Kristyn Staby, Zach Jones, Jeri Retzlaff, and Rae Anne Snider for their assistance in planning Rita Velasquez's retirement reception.

2. Parks & Recreation Department – David Wigginton stated last month was another wonderful month for his department. The Farmers Market Group donated \$595 to Operation Clyde to express their appreciation for the District's assistance in their venture at Elk Grove Regional Park this past summer.

With the addition of the Wackford Center and the Kloss Complex, sports camps, leagues, clinics, and drop-in sports programs have doubled in attendance. The Pee-Wee Sports Camps have been extremely successful with a waiting list of over 50 toddlers. A new adult aquatic fitness program is underway at the Wackford Complex. The Teen Center had 678 visitors last month; tutors are now available every Wednesday night to help teens with their schoolwork; and 102 teens attended the first annual Halloween Costume Party. The Harvest Festival contributed more than \$75,000 to community groups in the area; a detailed report will be forwarded to the Board at a future meeting. Total sponsorships and donations for the month came in at \$73,000.

The Parks Division completed 121 work orders, prepped 175 ball fields, pruned 78 trees, removed 48 damaged/dead trees as a result of the October 19th storm, which required 536 man hours to clean up damages caused throughout the park system. The fence around the new dog park at Elk Grove Regional Park is complete, and 45,000 square feet of the parkland was hydro-seeded throughout the park. The pre-fab restrooms have been delivered and installed at the Jones, Johnson, and Strong Parks. The Del Meyer Park is out to bid with a due date of November 4th.

In the Administrative Division, staff reviewed 8 development projects. With the department going to year-round picnic reservations at Elk Grove Park, additional revenue is now being generated which were not realized prior to the implementation of the program. The first wedding reception has been booked at the Wackford Center; 20 staff received training on class registration software; and Department-wide customer service training is scheduled this Friday.

3. Fire Department – For the month of October, Chief Grueneberg reported crews responded to 614 incidents, including 173 fires and 435 medical aids; 100 people showed up for Check-n-Change on Saturday and passed out 2,000 batteries donated from the Energizer Company. Staff is working on get more grant funding from the federal government for homeland security. Chief Grueneberg invited the Board to join the new recruits for Family Night at the Training Center this Friday, starting at 6:00 p.m., where demonstrations and activities are planned showcasing the facility.

D. COMMUNICATIONS FROM THE PUBLIC

1. None

E. CONSENT CALENDAR

1. The Board approved the October 19, 2004 regular Board meeting minutes. Derr-Mulberg, unanimous.
2. The Board received and filed letters of appreciation to the CSD Fire Department. Derr-Mulberg, unanimous.
3. The Board received and filed the in-lieu/developer fee report for the period July 1, 2004 through September 30, 2004. Derr-Mulberg, unanimous.
4. The Board received and filed the September 30, 2004 quarterly investment report for the Local Agency Investment Fund (LAIF) and the District's separately management investment portfolio. Derr-Mulberg, unanimous.
5. The Board authorized a change order in the amount of \$23,741 for the construction of restroom foundation and utility improvements at Johnson Park with John Biundo Landscape and authorized the General Manager to sign all documents including the Notice of Completion. Derr-Mulberg, unanimous.

F. ADVERTISED PUBLIC HEARINGS

1. None

G. PUBLIC HEARINGS

1. None

H. STAFF REPORTS

1. The Board received an update of the Skate Park as requested at their October 5th meeting focusing on issues presented by citizen volunteers, specifically the coping radius and quality of construction. Administrator of Parks & Recreation, David Wigginton reported the coping issue has since been resolved. However, members of the Citizens Committee were present and wished to address the Board on the issue of the life cycle of the skate park. Also in attendance were Dan Kunz, the District liaison to the Skate Park project, Project Manager, Jeff Russell of Rudolph & Sletten, and Zach Wormhoudt, the Project Designer.

After some discussion of the Citizens Committee's concerns with regards to the life cycle and structural integrity of the Skate Park, and based on expert testimony from Zach Wormhoudt, the Project Designer and Jeff Russell, Project Manager, the Board assured the Committee the Skate Park will not open until the District is confident that it is safe to do so.

However, staff was asked to look into increasing security measures at the skate park while the Park is still under construction. Derr-Wright, unanimous.

2. The Board reviewed staff's response to the draft Public Facilities Financing Plan for the Laguna Ridge Specific Plan, in concert with their previous direction. Since the plan will likely not be brought to the Elk Grove City Council until after the first of next year, Administrative Services Director Jeff Ramos stated staff will continue to work with the City staff as the plan progresses through the process to make sure the District's recommended changes are made to the plan, and will keep the Board up-to-date every step of the way.

I. BOARD OF DIRECTORS BUSINESS

1. None

J. COMMUNICATIONS FROM THE PUBLIC

1. In response to Dyrice Ramirez's suggestion that the CSD put up a fence to prevent accidents while the Skate Park is still under construction, David Wigginton stated recommendations of fencing options would be forwarded to the Board at their next meeting for consideration. In addition, Fire Marshal Steve Foster suggested the Parks Department contact Dan Kunz, CSD's Building Maintenance Coordinator to hire a night watchman to stand guard until the Skate Park is complete to discourage trespassers to the property.

K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING

1. Director McElroy asked for a needs analysis for sports facilities by benefit zones.

L. ADJOURNMENT TO EXECUTIVE SESSION

President Perez adjourned to an Executive Session at 7:40 p.m.

M. EXECUTIVE SESSION

1. An Executive Session was opened at 7:45 p.m. to discussed the following closed session item:

GENERAL MANAGER APPOINTMENT
Public Employment – Title: General Manager (*Government Code Section 54957*)

N. REOPEN REGULAR MEETING

President Perez reopened the regular meeting at 8:23 p.m. and announced a conditional offer of employment has been made to Donna Hansen as the new CSD General Manager effective December 1, 2004. Fire Chief Keith Grueneberg was named Interim General Manager until Ms. Hansen assumes her duties.

O. ADJOURNMENT

With no further business, President Perez adjourned the meeting at 8:25 p.m.

Respectfully submitted,

Keith Grueneberg
Interim General Manager / Fire Chief